



AGENDA

SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION August 16, 2007

6:30 P.M.

West Conference Room

CALL TO ORDER

ROLL CALL/CONSIDERATION OF ABSENCES

SCHEDULED PRESENTATION

No scheduled presentation

PUBLIC ANNOUNCEMENTS

(Speakers are limited to 3 minutes for announcements of related Board/Commission events, programs, resignations, recognitions, acknowledgments)

CONSENT CALENDAR

- 1.A) Approval of Draft Minutes from July 19, 2007
- 1.B) Approval of Agenda
- 1.C) Approval of 2007 Calendar

STAFF RESPONSE TO PRIOR PUBLIC COMMENTS

Staff may provide further information or clarification for the community's benefit in response to public comments made at previous BPAC meetings. Staff will not necessarily respond to all public comments.

PUBLIC COMMENTS

This category is limited to 15 minutes, with a maximum of three minutes per speaker. If your subject is not on the agenda, you will be recognized at this time; but the Brown Act (Open Meeting Law) does not allow action by Board or Commission Members. If you wish to speak to a subject listed on the agenda, you will be recognized at the time the item is being considered by the Board or Commission.

PUBLIC HEARINGS/GENERAL BUSINESS

2. DISCUSS Study & Budget Issue Development
3. DISCUSS Reconfiguration Guidelines for Retrofitting Streets
with Bike Lanes – Policy Alternatives

NON-AGENDA ITEMS AND COMMENTS

- BPAC ORAL COMMENTS
- STAFF ORAL COMMENTS

INFORMATION ONLY ITEMS

4. Approved June 17, 2007 Meeting Minutes
5. Council Policy on Boards and Commissions
6. Mary Avenue Extension Draft Environmental Impact Report
7. Draft Community Engagement Sub-Element
8. BPAC Email

ADJOURNMENT

Notice to the Public:

Agenda information is available by calling Jack Witthaus at (408) 730-7330. Agendas and associated reports are also available on the City's website at <http://www.sunnyvale.ca.gov/>, biking.inSunnyvale.com or at the Sunnyvale Public Library, 665 W. Olive Ave., Sunnyvale, 72 hours before the meeting. Please contact the Department of Public Works Transportation and Traffic Division office at (408) 730-7415 for specific questions regarding the agenda.

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact Jack Witthaus at (408) 730-7330. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (29 CFR 35.104 ADA Title II)

GUIDELINES FOR ADDRESSING THE BOARD OR COMMISSION

Public Announcements – Beginning of Meeting

- 3 minutes or less per speaker.
- Speakers are requested to give their name (address is optional).
- Recognition of a special achievement.
- Announcement of public event with definite time and date.
- Public events that are of Board/Commission interest that occur in the City annually. (Only announce one time for the year).

Public Hearings – Order of Hearing as Follows:

- Opening remarks by the applicant (if applicable).
- Speakers are requested to give their name (address is optional).
- Anyone interested in addressing the Committee (may only speak one time).
- Closing remarks by the applicant (if applicable).
- Time limit of 3 minutes per person (to be extended at discretion of Chair). Please make comments brief and be prepared to provide new input.

Citizens to be Heard

- Any item relevant to the Board and/or Commission
- Speakers are requested to give their name (address is optional).
- Items not on the agenda.
- Items that do not fall within the scope of the Public Announcement section.
- Time limit of 3 minutes, 15 minutes total for this category (to be extended or continued to end of Board/Commission business, at the discretion of the Chair). Limit to one appearance during this section.

<p>If you wish to provide the Board/Commission with copies of any handout materials you are presenting, please provide sufficient copies for each Board/Commission member, the Recording Secretary and other staff present.</p>

2. Study and Budget Issue Development

This is the scheduled initial discussion of the 2008 study and budget issue candidates for the BPAC. Study and budget issues are the City's way of dealing with issues requiring considerable staff and/or financial resources to address, i.e. special studies, new capital projects, etc. Study Issues alert Council to policy issues they will be asked to consider during the next calendar year. Budget issues alert Council to possible service level increases of either an on-going (budget supplement) or one-time (budget modification) nature. The BPAC has an opportunity each year to propose a list of issues it feels are important to be addressed. The City Council considers issues from all City Boards and Commissions, citizens, Council members, and staff, and prioritizes them. Approved issues then form a major portion of the City's work program for the following year.

Timeline

July – Committee to brainstorm study Issue ideas.

August – Staff will prepare draft Study Issue Papers for Committee review.

October – Committee will rank Study Issues for Council Consideration

November – City Council Study Issue Public Hearing

December – City Council Study Issue Workshop and Ranking

At the July 19, 2007 BPAC meeting the Commission elected to consider the following issues.

Study Issues

1. Plan Line Study for Increase Bike Space (deferred by Council, 2007)
2. Updated/Review of the Corner Vision Triangle Municipal Code Ordinance (deferred by staff, 2007)
3. Homestead Road Bike Lane Hours of Operation Review (dropped by Council, 2007)
4. Design Standards for Bike Lanes Adjacent to On-Street Parking (deferred by BPAC, 2007)
5. Revise Intersection Level of Service Policy to Incorporate Bicycle and Pedestrian Safety (deferred by BPAC, 2007)
6. Policy Supporting Connections to Regional Bike Facilities (new issue)
7. Transportation Demand Management Opportunities for Schools (new issue)
8. Suitable Bicycle Parking Schemes for Office Developments (new issue)

9. Impacts of Traffic Calming Devices on Bicyclists (new issue)
10. Residential Collector Streets Speed Control (vs. traffic volume control)
Traffic Calming Measures
11. Education campaign or policy development regarding safe construction
zone traffic control for bicyclists and pedestrians

Budget Issues

1. Connections from the John Christian Trail to Lakewood and Fairwood
School Bike Parking Facilities
2. Bicycle Locker Maintenance
3. Computerized, Online Bicycle Licenses.
4. Marketing Campaign to Encourage Bicycling
5. Bike to Work Day Budget.
6. Provision of bike racks at major community events such as the Farmer's
Market or the 4th of July celebration
7. Enforcement Campaign of Bicycle-Related Traffic Violations, including a
pedestrian right of way violation sting.

Staff has drafted descriptions of these issues for the BPAC's further consideration. These are included as Attachment 2A.

Recommended Action and Alternatives

This item is for discussion only. No formal action is necessary. Staff asks that the Commission confirm or amend the study and budget issue descriptions. The Commission may also elect at this time to drop any issues from further consideration.

3. Reconfiguration Guidelines for Retrofitting Streets with Bike Lanes –
Policy Alternatives

This item is a 2006 City Council Study Issue, recommended by the Bicycle and Pedestrian Advisory Commission. The BPAC would like a policy to be developed regarding the allocation of street space to accommodate bicyclists. This would look at general street space allocation issues, such as lane reductions, lane narrowing, and on-street parking. A number of bicycle lane projects in the Bicycle Capital Improvement Program would require the removal of on-street parking or other roadway reconfigurations because of right-of-way constraints. In order to assure that these projects are successfully carried out, the BPAC would like Council to consider the adoption of a policy that would standardize decisions when it involves the provision of a bicycle lane, such as elimination of parking.

Staff has considered general approaches to such a policy, and developed some

general policy alternatives. The issue of attempting to “standardize” potentially controversial decisions is challenging. There likely will be many instances of opposing constituencies in controversial situations such as removal of parking, and a major challenge for developing a useful policy for decision makers is balancing the ability for the concerns of constituencies to be heard. Absolute standards are inflexible. Staff is finding it difficult to develop standards that account for all situations, and is struggling with the notion that debate over roadway configurations may be stifled with the adoption of absolute standards.

The following policy approaches are presented to the BPAC for its consideration. Staff is seeking the BPAC’s guidance. Because key staff and consultants are not available for the August BPAC meeting, and to allow BPAC members time to consider issues and alternatives with a policy, staff would like the BPAC to discuss the policy alternatives developed to date, but postpone recommendations to staff to a special meeting/study session on this issue. Staff proposes that the special meeting be held August 23, 2007, at 6:30 in the evening at a location to be determined at Sunnyvale City Hall. A special meeting is necessary to maintain the City Council’s schedule for consideration of the study issue.

Policy approaches considered by staff are listed below and detailed in Attachments 3 A, 3B, 3C, and 3D. These policy approaches are not considered to be the full range of possible alternatives. Staff welcomes BPAC input on development of a street space allocation policy.

Policy Approaches

1. “Input Based” – If roadway conditions are X, then Y should occur.
2. “Outcome Based” – X method for providing bike lanes or other bike facilities should be followed if roadway and other conditions are Y. (ex. Parking should be removed for bike lanes if parking occupancy is Z, off street parking supply is Q, traffic volumes are P, etc.)
 - a. Subset – factors considered in determining roadway conditions are weighted to balance constituencies or favor a constituency, such as emphasizing bike related factors to favor bike lane installation or adopting a high threshold for removal of on-street parking to favor retention of parking.
3. “Council Consideration Based” – Council should be involved if parking or geometric conditions are X, otherwise bike lane installation is at the discretion of staff.
4. “Status Quo” – continue to consider bike lane projects on a case by case basis, with critical decision making factors determined based on evaluation of conditions at specific project locations.

Recommended Action and Alternatives

Staff recommends that the BPAC discuss policy alternatives and approaches for allocation of street space, and approve holding a special meeting on August 23, 2007 to develop a recommendation on the study issue.

INFORMATION ONLY REPORTS

4. Council Policy on Boards and Commissions

At the Chair's request, this item is for the Commission to discuss specific elements of the recently adopted Council Policy on Boards and Commissions. At the Commission Chair hearing, Assistant City Manager Robert Walker highlighted certain elements of the Policy. The BPAC Chair desires for the Commission to understand these elements, and discuss them as necessary. The BPAC considered the Council Policy on Boards and Commissions as a whole at its July 19, 2007 meeting, and BPAC members received a copy of the policy in early July.

Policy/procedure changes announced at the B&C chair training session that the Chair would like to bring to the BPAC's attention are:

- Procedure for adding agenda items and resolving any disagreements
- Commission votes on excused absences
- Member who seconds a motion can later retract
- Only chair or appointee speaks at council hearing after BPAC action

The Chair will lead the discussion on these items. The Council Policy on Boards and Commissions is adopted policy, so action by the Commission is not appropriate.

Recommended Action and Alternatives

This item is for information only.

5. Mary Avenue Extension Draft Environmental Impact Report

The City will soon be releasing a draft environmental impact report (DEIR) on the Mary Avenue Extension project. Release of the draft is anticipated before the end of August, and it will be available for public comment for a minimum of 45

days. Certain Boards, Commissions, and Committees are being made aware of the document and the EIR process for their information.

The Mary Avenue Extension DEIR will describe the project purpose and describe the proposed project. The DEIR then considers the project environment and what the project does to change that environment. This technical analysis identifies “impacts” of the project, or changes to the environment. These impacts are classified as less than significant, or significant depending upon various thresholds of significance. The document then identifies whether significant impacts can be fixed – mitigated – to a less than significant level, or whether they are significant and unavoidable.

Areas that will be investigated in the Mary Avenue Extension DEIR include:

- Land Use
- Visual and Aesthetics
- Transportation
- Noise
- Air Quality
- Cultura Resources
- Biological resources
- Geology and Soils
- Hydrology and Water Quality
- Hazards and Hazardous Materials
- Utilities and Services
- Energy
- Growth Inducing Impacts
- Cumulative Impacts

The document will also look at alternatives to the project, and whether they better meet the project purpose or better address environmental impacts of the proposed project. The document is then released as a draft for a minimum 45 day comment period. Based on community interest, it is likely that the City will extend the comment period beyond the legally required minimum. The City will also hold public comment meetings to take official testimony on the DEIR.

Written comments and official testimony received during the public comment period are then answered in a follow on document, called the Response to Comments. This document and the DEIR comprise the Final Environmental Impact Report. This informational document is then used to assisting Council in making a decision on whether to proceed with the project.

Certain Boards, Commissions, committees are being informed but they do not formally take a position or comment. Certification of the adequacy of the document lies with the City Council, and Council is approval authority for the project. It would be contrary to Council authority for Boards and Commissions to

comment on the adequacy of a document. Individual members of the BPAC can comment on the document, but should identify themselves as BPAC members and not represent themselves as speaking for the BPAC as a body.

Recommended Action and Alternatives

This item is for information only.

6. Community Engagement Sub-Element

Attached (attachment 6A) for the Bicycle and Pedestrian Commission's information is a draft of the Community Engagement Sub-Element of the General Plan. This document is being circulated by the Office of the City Manager.

Recommended Action and Alternatives

This item is for information only.

7. BPAC Email

Attached.

Recommended Action and Alternatives

This item is for information only.



DRAFT MINUTES

SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

The Bicycle and Pedestrian Advisory Commission met at 6:35 p.m. on July 19, 2007 with Committee Chair Durham presiding. The meeting was held in the West Conference Room, City Hall, 456 West Olive Avenue, Sunnyvale.

ROLL CALL

Members Present: Ralph Durham
Kevin Jackson
Thomas Mayer
James Manidakos
Richard Warner

Members Absent: Andrea Stawitcke, Patrick Grant

Staff Present: Jack Witthaus, Transportation and Traffic Manager

Visitors: None

SCHEDULED PRESENTATION

There was no scheduled presentation

PUBLIC ANNOUNCEMENTS

Jackson stated that employee transportation fairs and the Tour De Moffett Park bike ride have been successful events.

CONSENT CALENDAR

- 1.A) Approval of Draft Minutes from June 21, 2007
- 1.B) Approval of Agenda
- 1.C) Approval of 2007 Calendar

<p>MOTION – Jackson/Warner – Approve items 1A – 1C of the Consent Calendar. Motion carried unanimously.</p>
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STAFF RESPONSE TO PRIOR PUBLIC COMMENTS

No prior public comments

PUBLIC COMMENTS

None.

PUBLIC HEARINGS/GENERAL BUSINESS

Witthaus noted that the written staff reports had been inadvertently left out of the meeting packet, and that staff reports would therefore be delivered verbally.

2. Council Policy on Boards and Commissions

Witthaus gave the staff report. Jackson noted that the policy document contained formatting errors. Manidakos and Jackson suggested that further clarification of the Bicycle and Pedestrian Advisory Commission's (BPAC's) role in City operations would be helpful. Mayer suggested that the hierarchy for Commissioners to lodge complaints about Commission function should end at the City Council, not the Mayor. In response to Mayer's inquiry, staff responded that the BPAC operations were largely consistent with the policy.

No action necessary. This item was for discussion only.

3. Review Code of Ethics and Parliamentary Procedures

Witthaus gave the staff report. Jackson stated that Commission members may want to consider utilizing the Office of the City Attorney if they have questions regarding Brown Act compliance or ethics issues.

No action necessary. This item was for discussion only.

4. Study & Budget Issue Development

Witthaus gave the staff report. The BPAC discussed previous year study issues. The Commission indicated that it would consider all previous year study issues in its ranking process for this year, with the exception of a Stevens Creek Trail Policy Update, and Council Boards and Commissions Training. At Mayer's suggestion, the Commission indicated that it would like to consider a more generic policy issue regarding supporting connections to regional bike facilities. At Jackson's suggestion, the Commission indicated that it would like to consider potential study issues regarding Transportation Demand Management Opportunities for Schools, and Clarification of Suitable Bicycle Parking Schemes for Office Developments.

Mayer requested that representatives from Departments with oversight of bicycle-related operations attend one of the next BPAC meetings to provide the BPAC with an understanding of budget responsibilities and levels for bicycle-related activities. This would assist the BPAC in considering budget issues.

Mayer suggested a study issue or a capital project to construct connections from the John Christian Trail to Lakewood and Fairwood School bike parking facilities. Mayer suggested a study issue to consider the impacts of traffic calming devices on bicyclists. Mayer suggested a study issue to make residential collector streets eligible for speed control (vs. traffic volume control) traffic calming measures. The Commission indicated it would consider these issues.

At Manidakos' suggestion, the Commission indicated that it would consider a study issue for education or policy development regarding safe construction zone traffic control for bicyclists and pedestrians. Chair Durham requested that the construction zone traffic control Standard Operating Procedure for bicycles be presented to the BPAC at a future meeting.

The Commission considered budget issues. Jackson requested a budget issue for bicycle locker maintenance. Mayer requested a budget issue for computerized, on-line bicycle licenses. Mayer noted that a group of residents would be requesting lighting of the John Christian trail adjacent to Lakewood School. Jackson requested a budget issue to fund a marketing campaign to encourage bicycling. Mayor suggested an increased budget for Bike to Work Day to \$ 5000. Manidakos suggested a budget issue to provide bike racks at major community events such as the Farmer's Market or the 4th of July celebration. Mayer suggested a budget issue to provide for an enforcement campaign of bicycle-related traffic violations. This could include a pedestrian right of way violation sting. Mayer suggested the intersection of Evelyn Avenue and Murphy as a candidate location for a sting.

No action necessary. This item was for discussion only.
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5. Election of Officers

Mayer nominated Jackson for Chair. Manidakos nominated Durham for Chair. Manidakos nominated Warner for Vice-chair. On a show of hands, Warner elected Vice-Chair 4-0, Warner abstaining.

On a show of hands, Jackson elected Chair 4-0, Warner abstaining. On a show of hands, Warner elected Vice-Chair 4-0, Warner abstaining.

NON-AGENDA ITEMS AND COMMENTS

• BPAC ORAL COMMENTS

Manidakos congratulated the new Chair and Vice-Chair. Jackson summarized an encounter with an AT & T employee regarding construction zone traffic controls. In response to Jackson's inquiry, staff indicated that the Bike Space study issue was proceeding, with an October 30 due date to Council. Jackson inquired about pavement maintenance on Evelyn Avenue, and requested vegetation trimming and signage at the northeast corner of Evelyn Avenue and Mary Avenue. Jackson inquired about the Mary Avenue Extension Environmental Impact Report. He requested that the Parks Department give a presentation on bike locker maintenance at the Civic Center complex. Mayer inquired of the status of an update of City Code conflicts with the State vehicle code. Mayer clarified the location of incorrectly installed bike lane signs on Reamwood Drive.

• STAFF ORAL COMMENTS

Staff announced that the City is the recipient of a State Safe Routes to School grant for traffic control equipment in the amount of \$ 295,600.

INFORMATION ONLY ITEMS

None

ADJOURNMENT

The meeting adjourned at 9:06 p.m.
Respectfully submitted,

Jack Witthaus, Transportation and Traffic Manager

MASTER WORK PLAN BOARDS AND COMMISSIONS CALENDAR

Board or Commission **BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE**

Calendar Year **2007**

List all significant agenda items below. Include all pertinent items from the Council Study Issues Calendar.

MEETING DATE	AGENDA ITEM/ISSUE
January 18	Utility Bill Stuffer Concepts
February 15	Bike to Work Day Planning Health and Safety Fair TFCA 40%
March 15	2007 AC Overlay/Reconstruction List (info only) 2007 Curb Ramp Installation List (info only) Bike to Work Day Planning Health and Safety Fair Pedestrian Opportunities Study Review
April 19	Draft RTC – Mary Avenue bike/ped bridge funding request Bike Locker Issue 07/08 TDA Allocation – not on agenda because city won't be receiving funding for this year due to prior year advances.
May 17	Review of 07/08 Proposed Budget Bike to Work Day debrief Study Issue – Roadway Reconfiguration Guidelines....
May 29	Budget Review
June 21	Pedestrian Safety and Opportunities Study Guidelines
July 19	Election of Officers Review Code of Ethics and Parliamentary Procedures Review of Boards and Commissions Council Policy Study & Budget Issue Development
August 16	Study & Budget Issue Development Study Issue – Roadway Reconfiguration Guidelines
September 20	
October 18	Study Issue Ranking
November 15	
December 20	2008 Work Plan

Potential 2008 BPAC Study Issues

1. Plan Line Study for Increase Bike Space (deferred by Council, 2006)

The Bicycle and Pedestrian Advisory Committee would like to complete a plan line study to identify the areas where increased city right-of-way will be required to accommodate bicycle lanes on all arterial and collector streets in Sunnyvale. The Bicycle Capital Improvement Program and the Sunnyvale Bicycle Plan have determined that there are a number of street segments where roadway would have to be widened to accommodate a Class II bicycle facility. This would include the following roadway segments:

1. Mathilda Avenue between Maude Avenue and Ahwanee Avenue
2. Pastoria Avenue between El Camino Real and Olive Avenue
3. Wolfe Road between Fremont Avenue and Maria Lane
4. Mary Avenue between Central expressway and Maude Avenue
5. Maude Avenue between Mathilda Avenue and Wolfe Road
6. Fair Oaks Avenue between Maude Avenue and Ahwanee
7. Fair Oaks Avenue between Fair Oaks Way and Weddell Drive
8. Ahwanee Drive from Mathilda Avenue to Lawrence Expressway

The study would occur in 2 phases. Phase 1 would identify whether additional right-of-way is required. If so, the study would identify the effected parcels, the type of land use, and the extent of property acquisition that would be required. The study would also asses the potential for property acquisition or dedication.

As a result of phase 1 of this study, City Council would determine whether to proceed with the plan line adoption process for the above noted sections.

If Council decides to proceed with plan line adoption based on the information provided in phase 1, then the study would move to phase 2. This phase would include examination of issues such as utility relocation, tree removal, median modification, street reconstruction, mapping of effected properties, the creation of non-conforming parcels, the legality of the right-of-way take, property owner compensation, extensive public outreach, and environmental impacts. This phase of the study would result in the possible adoption of plan lines for each identified segment.

2. Updated/Review of the Corner Vision Triangle Municipal Code Ordinance (deferred by staff, 2006)

The Bicycle and Pedestrian Advisory Committee would like to review the relevance and adequacy of the corner vision triangle Municipal Code Ordinance. The Committee believes that visibility at street intersections and driveways is extremely important for the safety of pedestrians and bicyclists and that the current ordinance may not adequately ensure that. This issue was initiated because of a vision problem at the driveway that was constructed on Mathilda Avenue for the Cherry Orchard retail center.

3. Homestead Road Bike Lane Hours of Operation Review (dropped by Council, 2006)

The bike lane on portions of Homestead Road are currently limited to weekday daytime hours only (No Parking between 7 AM and 6PM, except Saturday, Sunday and holidays.) This study would assess the impacts associated with removing parking on Homestead Road in order to allow for a full time bicycle lane. In addition it will assess the impacts to bicyclists and enforcement issues associated with the existing part time status. The study will also include a parking demand assessment. It will also consider alternatives to parking removal such as travel lane removal, and visitor only parking hours (no overnight). This issue was studied and resolved by City Council at the January 27, 1998 meeting. At the request of the BPAC, this issue is being submitted for reconsideration.

4. Design Standards for Bike Lanes Adjacent to On-Street Parking (deferred by BPAC, 2006)

The Bicycle and Pedestrian Advisory Committee (BPAC) would like the City of Sunnyvale to adopt the VTA Bicycle Technical Guidelines' recommendation for bike lane design adjacent to on-street parking, in place of the Caltrans standard. The BPAC believes the Caltrans standard does not adequately account for the safety of bicyclists. The committee believes that bicycle facilities should not direct bicyclists to an area of the roadway where they wouldn't safely be without the bicycle facility.

The VTA guidance is different than the Caltrans standards in that the Caltrans standard supports narrower bike lanes adjacent to on-street parking. The ramifications of changing the City's adopted standard may be significant, unjustified, and may significantly impair the City's ability to implement its bike improvement strategy. City staff currently use the VTA Guidelines as intended, which is as a "best practice" and not an engineering standard. In fact, the VTA Guidelines conflict with City practice on parking stall widths (City practice is more generous than VTA) so effectually City practice is largely consistent with the VTA Guidelines. However, staff believes that a change to create a standard could contribute significantly to the cost of constructing bike facilities, and would require that the recommendations on future bike lanes improvements be revisited, as they are based on the Caltrans Standards. In addition, staff believes that before the standard is changed the issue should be researched to determine if there is evidence indicating that the wider bike lanes improves safety and provides any additional benefit. There may be significant liability issues associated with adoption of a new standard. To staff's knowledge, available information on the safety of wider than standard bike lane widths near parking is largely anecdotal. Staff believes this requires study, and that the City's study issue process is an appropriate channel for this issue.

5. Revise Intersection Level of Service Policy to Incorporate Bicycle and Pedestrian Safety (deferred by BPAC, 2006)

This Study Issue would examine the City's intersection Level of Service (LOS) policies to improve consideration for pedestrian and bicycle safety. Measures that improve LOS for automobiles, including the introduction of dedicated right-turn lanes, or multiple left turn lanes degrade safety for both pedestrians and bicyclists. As part of this study, the City could consider including special design features such signage and pavement markings to increase safety for bikes and pedestrians. The City could also consider allowing exemptions and/or modifications from the current LOS policy for certain street classifications, in order to better meet the safety concerns for bikes and pedestrians.

Any changes to the current LOS policy would require a General Plan Amendment.

6. Policy Supporting Connections to Regional Bike Facilities (new issue)

This study issue would consider policy alternatives for connections to regionally significant bicycle facilities such as the Stevens Creek Trail, the Mary Avenue/Route 280 Bicycle Footbridge, or VTA-designated Cross-County Bicycle Corridors. Policy alternatives to be considered could describe the level of effort or priority for designating connections or constructing improvements to provide connections.

7. Transportation Demand Management Opportunities for Schools (new issue)

This study would look at appropriate levels of resources for the City to invest in encouraging transportation demand management for schools within the City. The study would look at interfaces between school district and City operations, and opportunities for the City to invoke regulations or encourage transportation demand management to school commuters. The outcome of the study would be recommendations for policy, actions, and resources for a transportation demand management program targeted at City schools.

8. Suitable Bicycle Parking Schemes for Office Developments (new issue)

This issue stems from concern that bicycle parking facilities allowed under current guidance, particularly from the VTA Bicycle Guidelines, can result in facilities that are easily converted to other non-bicycle-related facilities, or otherwise in elimination or reduction of initially required bicycle parking. For example, bike storage rooms are allowed as a means of meeting bicycle parking requirements, but these areas often are not made apparent to bicycle commuters

or are converted to other uses. This study would examine bicycle parking schemes with “staying power”, as well as the City’s current practice for monitoring the maintenance of bicycle parking subsequent to approval and construction of office developments. The outcome of the study would be new standards for allowed bicycle parking facilities in office developments.

9. Impacts of Traffic Calming Devices on Bicyclists (new issue)

This issue would describe the range of traffic calming devices and evaluate these devices with respect to “bicycleability”. The objective would be to identify devices that could cause a potential hazard to bicyclists. The study would result in recommendations for alteration of devices to improve bicycle-friendliness, or prohibition of the implementation of certain devices.

10. Residential Collector Streets Speed Control (vs. traffic volume control) Traffic Calming Measures

This study would consider the impact of allowing traffic calming measures on residential collector streets for the purpose of speed control. Perspectives of traffic flow, emergency vehicle access, traffic diversion, effectiveness, impact to adjacent residences, and other factors would be considered. The purpose of the study would be to consider whether traffic calming devices should be allowed on collector streets, and if so what types of devices should be allowed.

11. Education campaign or policy development regarding safe construction zone traffic control for bicyclists and pedestrians

This study would evaluate the City’s current procedures, jurisdiction, and resources for construction zone traffic controls related to bicycles and pedestrians. The implementation and effectiveness of controls would be characterized. Stemming from this evaluation would be recommendations on changes to current policy and procedures, as well as methods to improve controls and compliance with control regulations.



MINUTES

SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

The Bicycle and Pedestrian Advisory Commission met at 6:30 p.m. on June 21, 2007 with Committee Chair Durham presiding. The meeting was held in the West Conference Room, City Hall, 456 West Olive Avenue, Sunnyvale.

ROLL CALL

Members Present: Ralph Durham
Patrick Grant
Kevin Jackson
Thomas Mayer
James Manidakos
Andrea Stawitcke

Members Absent: Richard Warner (excused)

Staff Present: Dieckmann Cogill, Sr. Transportation Planner

Visitors: Arthur Schwartz

SCHEDULED PRESENTATION

There was no scheduled presentation

PUBLIC ANNOUNCEMENTS

Jackson thanked Cogill for her work as a the BPAC liason, and credited Witthaus and Cogill for creating a cooperative relationship between staff and the bicycling community.

CONSENT CALENDAR

- 1.A) Approval of Draft Minutes from May 17, 2007
- 1.B) Approval of Draft Minutes from May 29, 2007
- 1.C) Approval of Agenda
- 1.D) Approval of 2007 Calendar

MOTION – Jackson/Mayer – Approve items 1A – 1D of the Consent Calendar.
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Motion carried unanimously.

STAFF RESPONSE TO PRIOR PUBLIC COMMENTS

No prior public comments

PUBLIC COMMENTS

Durham reported that the countdown pedestrian signals were not working properly on Frances Street at Evelyn.

PUBLIC HEARINGS/GENERAL BUSINESS

2. Pedestrian Safety and Opportunities Study – Tools and Design Guidelines Section

Cogill presented staff report and request BPAC comments and suggestions.

Mayer stated that buffer strips for sidewalks are very important for pedestrian comfort and safety. He also stated that there should be some discussion about safe pedestrian treatment for L shaped intersections. He also requested discussions about Lighted Crosswalks that can be seen by parallel traffic, to warn right turning motorists to yield to pedestrians. He also stated that a 4 foot median refuge seems narrow and asked that staff look into the justification for that minimum requirement. Lastly he mentioned that litter and debris often collect in a median refuge area and asked that the study consider ways to eliminate that problem.

Jackson stated that for Table 2, Page 9, the categories of P and N seem very similar. He also requested that the report include adequate information about bulb-outs to make sure they are safe for bicyclists.

Mayer also requested that the following phrase be included in the study "Safe passage for all modes of travel must come before capacity considerations for any one mode".

Jackson requested that the consultant working on the project attend a BPAC meeting if possible.

Public Comment

Driveway design should be revised to eliminate any lip between the asphalt and the driveway edge.

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No action necessary. This item was for discussion only.

NON-AGENDA ITEMS AND COMMENTS

- **BPAC ORAL COMMENTS**

Jackson thanked staff for the prompt removal of the Mary Avenue Bulb-out. He also requested that staff bring target dates for the Borregas Avenue bridge project to the next meeting.

Manitakos also thanked staff for the removal of the Mary Avenue bulb-out. He also stated that there is a bike rack at Lowes that is improperly installed against a wall.

Grant commented that the Evelyn Avenue bicycle lane is a great success and he has see increased bicycle ridership already. He recommended that the hedges on Mary be trimmed back to at least one or two feet back from the roadway.

Mayer asked when the no parking signs on Wolfe Rd and the Tasman bike bypass are going to be fixed. He also stated that the bike lanes in the Tasman Crossing neighborhood as routinely blocked by construction equipment and parking and filled with dirt and debris.

The Commission thanks Cogill for her work with the commission and the bicycle community in Sunnyvale.

- **STAFF ORAL COMMENTS**

Cogill announced that the Evelyn Ave bike lanes are almost complete.

INFORMATION ONLY ITEMS

None

ADJOURNMENT

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Dieckmann Cogill, Senior Transportation Planner

BUDGET ISSUE SUMMARY FORM

Budget Issue Title:

Connections from the John Christian Trail to Lakewood and Fairwood School Bike Parking Facilities

Department: Public Works

1. Issue Summary (briefly describe the budget issue):

Construction of pathways to connect between the John Christian bicycle and pedestrian Trail to bicycle parking facilities at Lakewood and Fairwood elementary schools.

2. Is the budget issue a: PROJECT X OPERATING

3. If the issue is operating, specify the change in service objective(s) that would result (from what, to what). If the issue is a project, write N/A.

N/A

4. Note the issue's relationship to the appropriate general plan goal, policy, and/or action statement. (Briefly explain significant needs and expected benefits, noting possible outcome from postponement.)

C3.5, Support a variety of transportation modes. This project would support use of the John Christian Trail for bicycle commuting to school.

5. Origin of issue: Council _____ (Councilmember _____) Staff _____

General Plan _____ Outside Request _____ Board or Commission X

Arts _____

Bicycle Adv. X

Bldg. Code Appeals _____

CCAB _____

Heritage Pres. _____

Library _____

H&HS _____

Parks & Rec. _____

Personnel _____

Planning _____

6. Projected cost (list rough annual cost of budget item):

Operating Issue \$ _____ (Annual Operating Costs)

Capital/Project \$ 100,000 _____ (Project Cost)

\$ _____ (Associated Annual Operating Costs)

APPROVED BY: _____
City Manager

Date

BUDGET ISSUE SUMMARY FORM

Budget Issue Title:

Bicycle Locker Maintenance

Department: Parks and Recreation

1. Issue Summary (briefly describe the budget issue):

Create a task for bicycle locker maintenance at City facilities, and provide resources.

2. Is the budget issue a: PROJECT ____ OPERATING X

3. If the issue is operating, specify the change in service objective(s) that would result (from what, to what). If the issue is a project, write N/A.

This would create a new service objective.

4. Note the issue's relationship to the appropriate general plan goal, policy, and/or action statement. (Briefly explain significant needs and expected benefits, noting possible outcome from postponement.)

C3.5, Support a variety of transportation modes. Bicycle locker maintenance has been done on a relatively ad hoc basis. Creation of a task would direct resources to maintenance and allow for monitoring of resources required and applied.

5. Origin of issue: Council ____ (Councilmember ____) Staff ____
General Plan ____ **Outside Request** ____ **Board or Commission** X
Arts ____ Bicycle Adv. X ____ Bldg. Code Appeals ____
CCAB ____ Heritage Pres. ____ Library ____
H&HS ____ Parks & Rec. ____ Personnel ____

Planning____

6. Projected cost (list rough annual cost of budget item):

Operating Issue \$ 2,500 (Annual Operating Costs)

Capital/Project \$ _____ (Project Cost)

\$ _____ (Associated Annual Operating Costs)

APPROVED BY: _____

City Manager

Date

BUDGET ISSUE SUMMARY FORM

Budget Issue Title:

Computerized, Online Bicycle Licenses.

Department: Public Safety

1. Issue Summary (briefly describe the budget issue):

This project would implement a computerized system for the issuance of bicycle licenses and tracking of recovered, licensed bicycles.

2. Is the budget issue a: **PROJECT** X **OPERATING** _____

3. If the issue is operating, specify the change in service objective(s) that would result (from what, to what). If the issue is a project, write N/A.

N/A

4. Note the issue's relationship to the appropriate general plan goal, policy, and/or action statement. (Briefly explain significant needs and expected benefits, noting possible outcome from postponement.)

C3.5 Support a variety of transportation modes.

5. Origin of issue: Council _____ (Councilmember _____) Staff _____
General Plan _____ Outside Request _____ Board or Commission X
Arts _____ Bicycle Adv. X _____ Bldg. Code Appeals _____
CCAB _____ Heritage Pres. _____ Library _____
H&HS _____ Parks & Rec. _____ Personnel _____
Planning _____

6. Projected cost (list rough annual cost of budget item):

Operating Issue	\$ _____	(Annual Operating Costs)
Capital/Project	\$ 300,000	(Project Cost)
	\$ 5,000	(Associated Annual Operating Costs)

APPROVED BY: _____
City Manager

Date

BUDGET ISSUE SUMMARY FORM

Budget Issue Title:

Marketing Campaign to Encourage Bicycling

Department: Office of the City Manager

1. Issue Summary (briefly describe the budget issue):

Project to promote bicycling as an alternative form of transportation for a variety of purposes. Campaign would involve marketing material preparation and distribution, special events, and outreach.

2. Is the budget issue a: PROJECT X OPERATING _____

3. If the issue is operating, specify the change in service objective(s) that would result (from what, to what). If the issue is a project, write N/A.

N/A

4. Note the issue's relationship to the appropriate general plan goal, policy, and/or action statement. (Briefly explain significant needs and expected benefits, noting possible outcome from postponement.)

C3.5 Support a variety of transportation modes.

5. Origin of issue: Council _____ (Councilmember _____) Staff _____
General Plan _____ Outside Request _____ Board or Commission X
Arts _____ Bicycle Adv. X _____ Bldg. Code Appeals _____
CCAB _____ Heritage Pres. _____ Library _____
H&HS _____ Parks & Rec. _____ Personnel _____
Planning _____

6. Projected cost (list rough annual cost of budget item):

Operating Issue	\$ _____	(Annual Operating Costs)
Capital/Project	\$ 100,000	(Project Cost)
	\$ _____	(Associated Annual Operating Costs)

APPROVED BY: _____
City Manager

Date

BUDGET ISSUE SUMMARY FORM

Budget Issue Title:

Provision of bike racks at major community events such as the Farmer's Market or the 4th of July celebration

Department: Public Works

1. Issue Summary (briefly describe the budget issue):

Initial purpose of portable bike racks for use at community events, ongoing set up and take down costs.

2. Is the budget issue a: PROJECT _____ OPERATING X

3. If the issue is operating, specify the change in service objective(s) that would result (from what, to what). If the issue is a project, write N/A.

This would be a new service objective.

4. Note the issue's relationship to the appropriate general plan goal, policy, and/or action statement. (Briefly explain significant needs and expected benefits, noting possible outcome from postponement.)

C3.5 Support a variety of transportation modes.

5. Origin of issue: Council _____ (Councilmember _____) Staff _____
General Plan _____ Outside Request _____ Board or Commission X
Arts _____ Bicycle Adv. X _____ Bldg. Code Appeals _____
CCAB _____ Heritage Pres. _____ Library _____

H&HS ____
Planning ____

Parks & Rec. ____

Personnel ____

6. Projected cost (list rough annual cost of budget item):

Operating Issue \$ 3,000 (Annual Operating Costs)

Capital/Project \$ _____ (Project Cost)

\$ _____ (Associated Annual Operating Costs)

APPROVED BY: _____

City Manager

Date

BUDGET ISSUE SUMMARY FORM

Budget Issue Title:

Bike to Work Day Budget.

Department: Public Works

1. Issue Summary (briefly describe the budget issue):

This issue would create a task for Bike to Work Day budget at a funding level of \$ 5,000.

2. Is the budget issue a: PROJECT _____ OPERATING X

3. If the issue is operating, specify the change in service objective(s) that would result (from what, to what). If the issue is a project, write N/A.

Bike to Work Day support activities are currently provided under a Program 115 operating task to Develop, Coordinate and Manage Bicycle/Pedestrian/Livable Communities Plans/Projects/Programs. There is no specific task for Bike to Work Day. Typically the City invests approximately \$ 1,000 on the event for staff time and materials. This would create a separate subtask for Bike to Work Day and budget the event costs at \$ 5,000.

4. Note the issue's relationship to the appropriate general plan goal, policy, and/or action statement. (Briefly explain significant needs and expected benefits, noting possible outcome from postponement.)

C3.5 Support a variety of transportation modes.

5. Origin of issue: Council _____ (Councilmember _____) Staff _____

General Plan ____	Outside Request ____	Board or Commission <u>X</u>
Arts ____	Bicycle Adv. X ____	Bldg. Code Appeals ____
CCAB ____	Heritage Pres. ____	Library ____
H&HS ____	Parks & Rec. ____	Personnel ____
Planning ____		

6. Projected cost (list rough annual cost of budget item):

Operating Issue \$ 4,000 (Annual Operating Costs)

Capital/Project \$ _____ (Project Cost)

 \$ _____ (Associated Annual Operating Costs)

APPROVED BY: _____
 City Manager

Date

BUDGET ISSUE SUMMARY FORM

Budget Issue Title:

Enforcement Campaign of Bicycle/Pedestrian Related Traffic Violations, including a pedestrian right of way violation sting.

Department: Public Safety

1. Issue Summary (briefly describe the budget issue):

This would provide resources for a limited time, focused enforcement campaign of bicycle related traffic violations, such as wrong way bicycle riding, jaywalking and motor vehicle right of way violations.

2. Is the budget issue a: PROJECT _____ OPERATING X

3. If the issue is operating, specify the change in service objective(s) that would result (from what, to what). If the issue is a project, write N/A.

This would increase the level of service of traffic enforcement for a limited time.

4. Note the issue's relationship to the appropriate general plan goal, policy, and/or action statement. (Briefly explain significant needs and expected benefits, noting possible outcome from postponement.)

Facilitate the safe movement of pedestrians, bicycles and vehicles.

5. Origin of issue: Council _____ (Councilmember _____) Staff _____
General Plan _____ Outside Request _____ Board or Commission X
Arts _____ Bicycle Adv. X _____ Bldg. Code Appeals _____
CCAB _____ Heritage Pres. _____ Library _____
H&HS _____ Parks & Rec. _____ Personnel _____
Planning _____

6. Projected cost (list rough annual cost of budget item):

Operating Issue \$ _____ (Annual Operating Costs)

Capital/Project \$ 50,000 (Project Cost)
 \$ _____ (Associated Annual Operating Costs)

APPROVED BY: _____
 City Manager

Date

Input Based Bike Retrofit Policy

Goal: *City streets should be retrofitted with bicycle lanes where practical to enhance the safety and efficiency of the overall street network for bicyclists, pedestrians, and motor vehicles.*

Traffic Volumes

- Bike lanes should be considered on all streets with ADTs over 10,000.
- Bike lanes may be considered on streets with ADTs between 2,001 and 9,999.
- Bike lanes are not considered warranted for streets with ADTs below 2,000.
- The number of travel lanes may be reduced on roadway segments and intersections provided the General Plan buildout peak hour level of service at signalized intersections is maintained at LOS D or better.

Lane Widths

For bike lane retrofit projects:

- Bike lanes must conform to MUTCD width standards.
- Vehicle travel lanes must be at least 10' wide for (1) streets under 2,000 ADT or (2) middle lanes on collector or arterial streets.
- Vehicle travel lanes must be at least 11' wide for curb and inside lanes on collector and arterial streets.
- Turn lanes must be 10' wide
- Where no bike lanes are provided on streets over 2,000 ADT, consider Share the Road signs and Shared Lane arrows or specialized bike route guide signs.
- Sidewalks and crosswalks must meet current ADA standards.

Please note these are special criteria for bike lane retrofit projects only. The City still strives to achieve MUTCD standard lane widths for bike lanes and motor vehicle travel lanes when feasible.

Parking

- *Removal of Parking.* On street parking may be removed provided there is available parking supply either off-street or on-street to accommodate 115% of the observed parking demand within a reasonable walk (500 feet) of the adjacent uses. Parking usage and supply must be determined by survey during peak periods of demand on weekends and weekdays.
- *Reasonable Walk.* On streets with ADTs over 3,000, a reasonable walk must include an ADA compliant route (sidewalks, crosswalks, curb ramps, etc.). (for example, crossing Wolfe Road mid-block is not considered a "reasonable walk," even though it is only 50 feet wide)
- *Shared Use.* Time of day shared use of roadway space between bike lanes and parking is permitted under this policy provided the "removal of parking" and "reasonable walk" criteria are met. Parking restrictions are limited to 2 time periods per week.

Right of Way

- The City may acquire private property to widen streets for bike lanes provided “reasonable” or City “planning” setbacks can be maintained. Require ROW dedication for new development projects along streets where bike lanes identified in the City Bikeways study.

Public Opinion

- A public opinion poll must be conducted of all properties along the bike lane frontage where (1) parking, loading, or travel lanes are removed, or (2) ROW acquisition is required. A 35% response rate is required. Otherwise, the opinion poll will be repeated once.

Priority

- The City shall utilize the priority system for bike lane projects as specified in the *Sunnyvale Bicycle CIP study, November 2000*.

Decision Authority

- The decision to install bike lanes may be exercised by the City Transportation and Traffic Manager, unless the project involves (1) the conversion of parking/loading areas to bike lanes, (2) the removal of a travel lane, or (3) ROW acquisition. In such cases, the decision must be made by the City Council at a public hearing.
- *Fast track Provision:* If less than 20% of the poll respondents oppose the conversion of parking, loading, ROW acquisition, or travel lanes to bike lanes, then staff shall have the discretion to proceed with the bike project without a City Council approval.

Other Treatments

In areas where bike lanes are not practical, enhancing the visibility of cyclists on collector and arterial streets though the designation of bike routes should be considered. Examples of bike route enhancements include bike route signs, pavement legends, and bike detection at intersections.

Outcome Based Bike Retrofit Policy

Existing Policy: Maximize the provision of bicycle and pedestrian facilities.

Proposed policy: Utilize existing street rights of way or acquire street rights of way to equitably provide for motor vehicle, bicycle, and pedestrian traffic and motor vehicle parking, based on standards of traffic volume, parking utilization, cost and complexity.

Subset A - Constituency Favoring Policy

Proposed policy: Utilize existing street rights of way or acquire street rights of way to equitably provide for motor vehicle, bicycle, and pedestrian traffic and motor vehicle parking, emphasizing bicycle rider stress, bicycle/pedestrian collision history, and bikeway gap closure/connectivity in the decision-making process.

Standards:

The higher the stress, # of collisions, or gap closure/connectivity the less factors like volume, LOS, and parking occupancy are considered

Decision Authority

- The decision to install bike lanes and/or pedestrian facilities may be exercised by the City Transportation and Traffic Manager if the project does not effect any other travel mode or involve significant expense. (Examples: no travel lane removal, no parking removal, no landscape removal, no road widening)
- The decision to install bike lanes and/or pedestrian facilities shall be made by the City Council if the project requires modification of roadway capacity, parking supply, landscaping or road rights of way.

Outcome Based Policy - Standards Options for Installation of Bike Lanes and/or Pedestrian Facilities

Method of Installation	Bike/Ped Facility Emphasis	Emphasis on Roadway/Parking/Landscape Constituencies	Mid range
Eliminate Travel Lanes, Install Bike Lanes	<p>1. Traffic volume standard: Signalized intersection LOS equal to General Plan policy (D for City streets, E for CMP streets)</p> <p>2. Parking Utilization Standard: parking not present or utilization greater than 20% at peak occupancy</p> <p>3. Cost: Construction cost/mile: < \$ 400,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, public support gauged as mixed from community outreach</p>	<p>1. Traffic volume standard: VPHPL = less than or equal to 360</p> <p>2. Parking Utilization Standard: Parking not present, or parking utilization is greater than 20% occupancy at peak times</p> <p>3. Cost: Construction cost/mile < \$ 250,000, 80% of funding from outside sources</p> <p>4. Complexity: City of Sunnyvale is only involved agency, public support > 55% from formal balloting of affected residents/property owners (35% minimum return)</p>	<p>1. Traffic volume standard: Signalized intersection LOS equal to General Plan policy (D for City streets, E for CMP streets)</p> <p>2. Parking Utilization Standard: Parking not present, or parking utilization is greater than 20% occupancy at peak times</p> <p>3. Cost: Construction cost/mile: < \$ 250,000</p> <p>4. Complexity: Two or less involved agencies, public support gauged as mixed from community outreach</p>

Partially Eliminate On Street Parking (Parking Removal on One Side of the Street, or Alternating Parking Removal), Install Bike Lanes	<p>1. Traffic volume standard: ADT > 2,000</p> <p>2. Parking Utilization Standard: On street parking may be removed provided there is available parking supply either off-street or on-street to accommodate 115% of the observed parking demand within a reasonable walk (500 feet, of the adjacent uses. Parking usage and supply must be determined by survey during peak periods of demand on weekends and weekdays. <i>Reasonable Walk</i>. On streets with ADTs over 3,000, a reasonable walk must include an ADA compliant route (sidewalks, crosswalks, curb ramps, etc..).</p> <p>3. Cost: Construction cost/mile: < \$ 400,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, public support gauged as mixed from community outreach</p>	<p>1. Traffic volume standard: ADT > 5,000</p> <p>2. Parking Utilization Standard: Peak parking occupancy less than 20%. One side parking if 60% or greater of parking demand is on one side of the street</p> <p>3. Cost: Construction cost/mile: < \$ 250,000 (2007 \$\$)</p> <p>4. Complexity: City of Sunnyvale is only involved agency, public support > 55% from formal balloting of affected residents/property owners (35% minimum return)</p>	<p>1. Traffic volume standard: ADT > 2,000</p> <p>2. Parking Utilization Standard: Peak parking occupancy less than 35%. One side parking if 60% or greater parking demand is on one side of the street and a reasonable walk to parking is available walk (500 feet, of the adjacent uses. On streets with ADTs over 3,000, a reasonable walk must include an ADA compliant route (sidewalks, curb ramps, etc..).</p> <p>3. Cost: Construction cost/mile: < \$ 400,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, public support > 55% from formal balloting of affected residents/property owners (35% minimum return)</p>
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Daytime Restrict Parking, Install Part Time Bike Lanes	<p>1. Traffic volume standard: ADT > 2,000</p> <p>2. Parking Utilization Standard: . Available daytime parking supply either off-street or on-street to accommodate 115% of the observed parking demand within a reasonable walk (500 feet, of the adjacent uses. <i>Reasonable Walk</i>. On streets with ADTs over 3,000, a reasonable walk must include an ADA compliant route (sidewalks, crosswalks, curb ramps, etc..).</p> <p>3. Cost: Construction cost/mile: < \$ 400,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, public support gauged as mixed from community outreach</p>	<p>1. Traffic volume standard: ADT > 5,000</p> <p>2. Parking Utilization Standard: Daytime utilization < 20%</p> <p>3. Cost: Construction cost/mile: < \$ 250,000 (2007 \$\$)</p> <p>4. Complexity: City of Sunnyvale is only involved agency, public support > 55% from formal balloting of affected residents/property owners (35% minimum return)</p>	<p>1. Traffic volume standard: ADT > 2,000</p> <p>2. Parking Utilization Standard: Peak parking occupancy less than 35%. One side parking if 60% or greater parking demand is on one side of the street and a reasonable walk to parking is available walk (500 feet, of the adjacent uses. On streets with ADTs over 3,000, a reasonable walk must include an ADA compliant route (sidewalks, crosswalks, curb ramps, etc..).</p> <p>3. Cost: Construction cost/mile: < \$ 400,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, public support gauged as mixed from community outreach</p>
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Widen Roadway, Provide Bike Lanes	<p>1. Traffic volume standard: ADT > 10,000</p> <p>2. Parking Utilization Standard: Off street parking supply insufficient to accommodate 115% of on-street demand</p> <p>3. Cost: Construction cost/mile: < \$ 2 million (2007 \$\$)</p> <p>4. Complexity: Required Right of way suitable and easily acquired. Minor utility relocation, drainage. Public support greater than 51% based on balloting of affected residents, businesses and property owners (35% return). BPAC support.</p>	<p>1. Traffic volume standard: ADT > 10,000</p> <p>2. Parking Utilization Standard: Parking utilization greater than 20% at peak occupancy</p> <p>3. Cost: Construction cost/mile: < \$ 1 million (2007 \$\$)</p> <p>4. Complexity: City of Sunnyvale is the only public agency involved. No right of way acquisition required. No major utility relocation required. Public support greater than 66% based on balloting of affected residents, businesses and property owners (35% return).</p>	<p>1. Traffic volume standard: ADT > 10,000</p> <p>2. Parking Utilization Standard: Parking utilization greater than 35% at peak occupancy.</p> <p>3. Cost: Construction cost/mile: < \$ 1.5 million (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, No right of way acquisition required. No major utility relocation required. Public support greater than 55% based on balloting of affected residents, businesses and property owners (35% return).</p>
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Eliminate Median or Roadside Landscaping, Provide Bike Lanes	<p>1. Traffic volume standard: Signalized intersection LOS equal to General Plan policy (D for City streets, E for CMP streets)</p> <p>2. Parking Utilization Standard: Parking utilization greater than 20% at peak occupancy</p> <p>3. Cost: Construction cost/mile: < \$ 400,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, public support gauged as mixed from community outreach. Minor utility relocation required.</p>	<p>1. Traffic volume standard: Signalized intersection LOS equal to General Plan policy (D for City streets, E for CMP streets)</p> <p>2. Parking Utilization Standard: Parking utilization greater than 35 % at peak occupancy</p> <p>3. Cost: Construction cost/mile: < \$ 250,000 (2007 \$\$)</p> <p>4. Complexity: City of Sunnyvale is the only public agency involved. No major utility relocation required. Public support greater than 66% based on balloting of affected residents, businesses and property owners (35% return).</p>	<p>1. Traffic volume standard: Signalized intersection LOS equal to General Plan policy (D for City streets, E for CMP streets)</p> <p>2. Parking Utilization Standard:</p> <p>3. Cost: Construction cost/mile: < \$ 400,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies. No major utility relocation required. Public support greater than 55% based on balloting of affected residents, businesses and property owners (35% return).</p>
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Maintain Roadway Configuration, Provide Shared Lane Improvements	<p>1. Traffic volume standard: ADT > 5,000</p> <p>2. Parking Utilization Standard: No on-street parking present</p> <p>3. Cost: Construction cost/mile: < \$ 400,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, Public support greater than 55% based on balloting of affected residents, businesses and property owners (35% return).</p>	<p>1. Traffic volume standard: ADT > 2,000</p> <p>2. Parking Utilization Standard: No on-street parking present or parking occupancy < 20% at peak period</p> <p>3. Cost: Construction cost/mile: < \$ 100,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, Public support greater than 51% based on balloting of affected residents, businesses and property owners (35% return).</p>	<p>1. Traffic volume standard: ADT > 5,000</p> <p>2. Parking Utilization Standard: No on-street parking or parking occupancy < 35 % at peak period</p> <p>3. Cost: Construction cost/mile: < \$ 250,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, public support gauged as mixed from community outreach</p>
Provide Bike Boulevard/Guide Sign improvements, Maintain Roadway Configuration	<p>1. Traffic volume standard: ADT < 2,000, residential streets only</p> <p>2. Parking Utilization Standard: parking demand not considered</p> <p>3. Cost: Construction cost/mile: < \$ 400,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, public less involved agencies, public</p>	<p>1. Traffic volume standard: ADT < 2,000, residential streets only</p> <p>2. Parking Utilization Standard: parking demand not considered</p> <p>3. Cost: Construction cost/mile: < \$ 100,000 (2007 \$\$)</p> <p>4. Complexity: : Three or less involved agencies, Public support greater than 55% based on balloting of affected residents,</p>	<p>1. Traffic volume standard: ADT < 2,000, residential streets only</p> <p>2. Parking Utilization Standard: parking demand not considered</p> <p>3. Cost: Construction cost/mile: < \$ 250,000 (2007 \$\$)</p> <p>4. Complexity: Three or less involved agencies, public support gauged as mixed from community outreach</p>

	support gauged as mixed from community outreach	property owners (35% return).	
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Council Consideration Based Bike Retrofit Policy

Staff Authority

Lane removal for volumes (existing and projected) under 360 VPLPH, parking removal for peak daytime occupancies under 35%, time restrictions for peak daytime occupancies under 50%, road widening if right of way acquisition is not needed, sharrows for all other conditions.

All projects requiring capital funding would be subject to Council capital budget authority.

Council Authority

Lane removal for volumes (existing and projected) over 360 VPLPH, parking removal for peak occupancies over 35%, road widening if right of way acquisition is not needed,

Status Quo Bike Retrofit Policy

Status Quo Approach: Bike lane projects affecting other travel modes or on-street parking are pursued according to the Bicycle Capital Improvement Program prioritization and ability to compete for outside grant funding. All methods of bike lane installation are evaluated against traffic conditions, roadway configurations, and community input, and a staff recommendation for a most reasonable alternative is presented to Council, with supporting information on the recommendation and alternatives. Evaluation criteria developed for the Bicycle Opportunities Study, Bicycle Capital Improvement Program and other traffic engineering industry sources are considered for reference, but are not utilized as standards. Council directs the action to be taken.



MINUTES

SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

The Bicycle and Pedestrian Advisory Commission met at 6:30 p.m. on June 21, 2007 with Committee Chair Durham presiding. The meeting was held in the West Conference Room, City Hall, 456 West Olive Avenue, Sunnyvale.

ROLL CALL

Members Present: Ralph Durham
Patrick Grant
Kevin Jackson
Thomas Mayer
James Manidakos
Andrea Stawitcke

Members Absent: Richard Warner (excused)

Staff Present: Dieckmann Cogill, Sr. Transportation Planner

Visitors: Arthur Schwartz

SCHEDULED PRESENTATION

There was no scheduled presentation

PUBLIC ANNOUNCEMENTS

Jackson thanked Cogill for her work as a the BPAC liason, and credited Witthaus and Cogill for creating a cooperative relationship between staff and the bicycling community.

CONSENT CALENDAR

- 1.A) Approval of Draft Minutes from May 17, 2007
- 1.B) Approval of Draft Minutes from May 29, 2007
- 1.C) Approval of Agenda
- 1.D) Approval of 2007 Calendar

MOTION – Jackson/Mayer – Approve items 1A – 1D of the Consent Calendar.
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Motion carried unanimously.

STAFF RESPONSE TO PRIOR PUBLIC COMMENTS

No prior public comments

PUBLIC COMMENTS

Durham reported that the countdown pedestrian signals were not working properly on Frances Street at Evelyn.

PUBLIC HEARINGS/GENERAL BUSINESS

2. Pedestrian Safety and Opportunities Study – Tools and Design Guidelines Section

Cogill presented staff report and request BPAC comments and suggestions.

Mayer stated that buffer strips for sidewalks are very important for pedestrian comfort and safety. He also stated that there should be some discussion about safe pedestrian treatment for L shaped intersections. He also requested discussions about Lighted Crosswalks that can be seen by parallel traffic, to warn right turning motorists to yield to pedestrians. He also stated that a 4 foot median refuge seems narrow and asked that staff look into the justification for that minimum requirement. Lastly he mentioned that litter and debris often collect in a median refuge area and asked that the study consider ways to eliminate that problem.

Jackson stated that for Table 2, Page 9, the categories of P and N seem very similar. He also requested that the report include adequate information about bulb-outs to make sure they are safe for bicyclists.

Mayer also requested that the following phrase be included in the study "Safe passage for all modes of travel must come before capacity considerations for any one mode".

Jackson requested that the consultant working on the project attend a BPAC meeting if possible.

Public Comment

Driveway design should be revised to eliminate any lip between the asphalt and the driveway edge.

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No action necessary. This item was for discussion only.

NON-AGENDA ITEMS AND COMMENTS

- **BPAC ORAL COMMENTS**

Jackson thanked staff for the prompt removal of the Mary Avenue Bulb-out. He also requested that staff bring target dates for the Borregas Avenue bridge project to the next meeting.

Manitakos also thanked staff for the removal of the Mary Avenue bulb-out. He also stated that there is a bike rack at Lowes that is improperly installed against a wall.

Grant commented that the Evelyn Avenue bicycle lane is a great success and he has see increased bicycle ridership already. He recommended that the hedges on Mary be trimmed back to at least one or two feet back from the roadway.

Mayer asked when the no parking signs on Wolfe Rd and the Tasman bike bypass are going to be fixed. He also stated that the bike lanes in the Tasman Crossing neighborhood as routinely blocked by construction equipment and parking and filled with dirt and debris.

The Commission thanks Cogill for her work with the commission and the bicycle community in Sunnyvale.

- **STAFF ORAL COMMENTS**

Cogill announced that the Evelyn Ave bike lanes are almost complete.

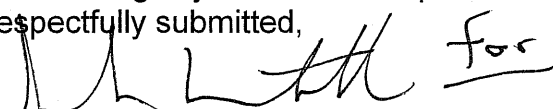
INFORMATION ONLY ITEMS

None

ADJOURNMENT

The meeting adjourned at 8:00 p.m.

Respectfully submitted,



for

Dieckmann Cogill, Senior Transportation Planner
